

Thank you for signing on to the Transportation Research Board TRB 2nd International Roadside Safety Conference on June 23 -28, 2024, in Orlando, Florida. I will be your TRB contact onsite. As an Exhibitor, you are receiving:

- one registration
- one 6' draped table
- two chairs
- listing in the printed program

Each table will have a sign identifying assignments. Signs and pop-up displays are permitted only if they fit on top of the provided 6' table.

Exhibits are open **Monday, June 24 and Tuesday, June 25**. TRB encourages you to attend sessions as your schedule permits. The schedule is as follows:

Exhibit times:

	Breakfast	AM Break	Lunch	PM Break	Reception
Sunday	Setup 8:00am-11:00am				
Monday	7:00am-8:00am	9:45am-10:15am	Noon-1:00pm	2:45pm-3:15pm	6:00pm-8:00pm
Tuesday	7:00am-8:00am	9:45am-10:30am	Noon-1:00pm	Dismantle 1:00pm-4:00pm	

Security will not be provided. Please be sure not to leave items of value unattended since the exhibit is located in public space. National Academy of Sciences and DoubleTree SeaWorld are not liable for damage or loss to exhibitor's property through theft, fire, accident, or any other cause. Exhibitors should insure their exhibits and display materials. The Exhibitor assumes entire responsibility for its own acts and those of its employees, agents, officers, and directors and shall indemnify and hold forever harmless the National Academy of Sciences and its employees, agents, officers, and directors against all liabilities, claims, causes of action, losses, and/or damages to persons or property (including expenses and reasonable attorney fees) caused by the willful misconduct or gross negligence of the Exhibitor or its employees, agents, officers, or directors.

Packages should be addressed to:

Guest's Name or Person Retrieving Parcel
Arrival Date of Hotel Guest
DoubleTree by Hilton Orlando at SeaWorld
10100 International Drive
Orlando, FL 32821

Any packages at the hotel for more than 5 days will be charged a holding fee of \$5.00 per package per day beginning on the sixth day. All boxes should be numbered (1 of 4, 2 of 4, etc.). For information on handling fees etc., please visit [The UPS Store International Drive](#).

TRB reserves the right to make final decisions for any and all exhibit matters not specifically covered herein that may arise.

For any questions, please contact TRBMeetings@nas.edu or visit the registration desk on site.

We look forward to seeing you in Orlando!

Liz Price, CME
Conference Manager